



**MINUTES AND MEMORANDA OF A MEETING
OF
THE BOARD OF DIRECTORS OF
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY**

Held: February 27, 2020

A regular meeting of the Board of Directors of the Indiana Housing and Community Development Authority (“IHCDA” or “Authority”) was held on Thursday, February 27, 2020, at 10:00 a.m. at Minnie Hartmann Center, 3734 E. Vermont Street, Indianapolis, Indiana 46201.

The following individuals were present at the meeting: Lieutenant Governor Suzanne Crouch; Treasurer Kelly Mitchell (Indiana Treasurer of State); Mark Pascarella (Indiana Public Finance Director designee); Board Member J. June Midkiff; Board Member Michael Schopmeyer; J. Jacob Sipe (IHCDA Executive Director); members of the staff of the Lieutenant Governor, members of the staff of the Authority, and the general public. Board Member Tom McGowan and Board Member Andy Place, Sr. were not in attendance.

Suzanne Crouch served as Chair of the meeting, and upon noting the presence of a quorum, called the meeting to order. Shenna Robinson served as Secretary.

I. Approval of Minutes

A. Meeting Minutes

A motion was made by Mark Pascarella to approve the January 23, 2020 Meeting Minutes, which was seconded by Kelly Mitchell and the following Resolution was unanimously approved:

RESOLVED, the Minutes of the Board meeting held on January 23, 2020 are hereby approved to be placed in the Minute Book of the Authority.

II. Real Estate

A. Bond Volume/4% Credits – Bloomington RAD I

Chairman Crouch recognized Peter Nelson, who presented a Bond Volume/4% Credits – Bloomington RAD I.

Background:

IHCDA is empowered to act as the housing credit agency for the State to administer, operate, and manage the allocation of the Internal Revenue Service Section 42 low-income housing tax credit (LIHTC) program. The purpose of the LIHTC is to provide an incentive for private developers and investors to provide more affordable rental housing. This may be accomplished by new construction and rehabilitation of existing structures.

Process:

On January 1, 2019, IHCDA began the 2019A-B bond round for multi-family bond volume. The eleventh application received and reviewed represented a total development cost of \$17,768,544 with \$11,000,000 in bond volume and \$574,439 in LIHTCs annually for ten years to rehabilitate 116 units of affordable housing.

Brinshore Development LLC and the Bloomington Housing Authority are proposing the rehabilitation of 116 units of affordable housing in Bloomington. The project contains one, two, and three-bedroom units for families. Work will include new roofs and HVAC systems, interior improvements such as new flooring, cabinets, and appliances, and improvements to increase accessibility.

During the round, the Real Estate Department staff reviewed the application to ensure it met the criteria set forth in the 2020-2021 Qualified Allocation Plan. Additionally, on January 28, 2020 the applicant was given an opportunity to present the development to members of the Executive Committee and the Real Estate Department. The project sites are in close proximity to amenities including grocery, pharmacy, banking, and a Boys and Girls Club. The development summary sheet is attached hereto as Exhibit A.

Key Performance Indicators

2020 Bond Approvals

Location	# Affordable Units	Construction Type	Development Type
Indianapolis	159	New Construction	Family

Following discussion, a motion was made by Michael Schopmeyer to approve awarding \$11,000,000 in bond volume and \$574,439 in annual LIHTC to Bloomington RAD I, L.P. for Bloomington RAD I according to the terms of the 2019A-B Application Round, as recommended by staff. The motion was seconded by J. June Midkiff. The motion passed unanimously.

RESOLVED, that the Board approve awarding \$11,000,000 in bond volume and \$574,439 in annual LIHTC to Bloomington RAD I, L.P. for Bloomington RAD I according to the terms of the 2019A-B Application Round, as recommended by staff.

B. Bond Volume/4% Credits – Jamestown Square

Chairman Crouch recognized Peter Nelson, who presented a Bond Volume/4% Credits – Jamestown Square.

Background:

IHCDA is empowered to act as the housing credit agency for the State to administer, operate, and manage the allocation of the Internal Revenue Service Section 42 low-income housing tax credit (LIHTC) program. The purpose of the LIHTC is to provide an incentive for private developers and investors to provide more affordable rental housing. This may be accomplished by new construction and rehabilitation of existing structures.

Process:

On January 1, 2019, IHCDA began the 2019A-B bond round for multi-family bond volume. The tenth application received and reviewed represented a total development cost of \$13,366,970 with \$8,200,000 in bond volume and \$386,540 in LIHTCs annually for ten years to preserve 150 units of affordable housing.

The Gene B. Glick Company is proposing the rehabilitation of 150 units of affordable housing in Washington. The project contains a mix of one, two, and three-bedroom units among apartment style and townhome style buildings. The scope of work includes new roofs, sliding doors, and windows. Interior improvements include installing new cabinets, countertops, appliances and fixtures as well as replacing the HVAC systems. Nearby amenities include a grocery store, pharmacy, and banks.

During the round, the Real Estate Department staff reviewed the application to ensure it met the criteria set forth in the 2020-2021 Qualified Allocation Plan. Additionally, on January 31, 2020 the applicant was given an opportunity to present the development to members of the Executive Committee and the Real Estate Department. The development summary sheet is attached hereto as Exhibit B.

Key Performance Indicators 2020 Bond Approvals

Location	# Affordable Units	Construction Type	Development Type
Indianapolis	159	New Construction	Family

Following discussion, a motion was made by J. June Midkiff to approve awarding \$8,200,000 in bond volume and \$386,540 in annual LIHTC to Bloomington RAD I, L.P. for Bloomington RAD I according to the terms of the 2019A-B Application Round, as recommended by staff. The motion was seconded by Kelly Mitchell. The motion passed unanimously.

RESOLVED, that the Board approve awarding \$8,200,000 in bond volume and \$386,540 in annual LIHTC to Glick Jamestown Square Washington, LP for Jamestown Square according to the terms of the 2019A-B Application Round, as recommended by staff.

C. 2019 CDBG OOR Award Recommendations

Chairman Crouch recognized Dani Miller, who presented the 2019 CDBG OOR Award Recommendations.

Background:

Each year IHCDA receives an allocation of Community Development Block Grant (“CDBG”) funding from the Indiana Office of Community and Rural Affairs to rehabilitate affordable housing in the rural, non-entitlement areas of the State. For the 2019 CDBG program year IHCDA has \$2,564,428 in CDBG funding that is available to cities, towns, and counties to develop and support Owner Occupied Rehabilitation (OOR) projects.

IHCDA received ten applications during this round of the 2019 CDBG program year. One application was disqualified for failing to meet public hearing requirements. IHCDA is recommending nine awards for funding which will assist a projected total of 114 households.

APPLICATIONS RECEIVED		AWARDS RECOMMENDED	
No. of Applications	Amt. Requested	No. of Awards	Amt. Recommended
10	\$3,050,000	9	\$2,564,428

Process:

Each OOR application was scored by a reviewer based on the requirements outlined in the 2019 CDBG OOR application policy. Applications were checked for completeness and threshold requirements. There was no minimum score for this round. The project funding summary sheet is attached hereto as Exhibit C.

Key Performance Indicators

IHCDA will track the following Key Performance Indicators in relation to this CDBG funding round:

1. The total number of households assisted with CDBG funds. IHCDA currently anticipates serving 114 households.
2. The number of applications from applicants that have never received an IHCDA CDBG award or that have not received one in the past five years. Eight of the ten applications IHCDA received in the 2019 CDBG Round were from applicants that had not received an IHCDA CDBG award in the previous five years. These applicants included the cities of Linton and Loogootee as well as Daviess, Greene, Ohio, Orange, Vermillion, and Washington counties.
3. The total number of households served containing targeted populations (individuals with disabilities, families with children six and under, aging in place households, veterans, and single parent households). IHCDA currently anticipates that 103 of the 114 households served will be owned by or have a household member belonging to a targeted population.

Recommendation

Staff recommends

County of Ohio	HD-019-001
Amount Requested:	\$350,000.00
Amount Recommended:	\$350,000.00
Total Project Costs:	\$429,784.86
Score:	53
Primary Project County:	Ohio
Housing Activity:	Owner Occupied Rehabilitation

Anticipated Number of Assisted Units: 14
 Administrator: Southeastern Indiana Regional Planning Commission

County of Ripley **HD-019-002**

Amount Requested: \$350,000.00
Amount Recommended: **\$350,000.00**
 Total Project Costs: \$429,784.86
 Score: 49
 Primary Project County: Ripley
 Housing Activity: Owner Occupied Rehabilitation
 Anticipated Number of Assisted Units: 14
 Administrator: Southeastern Indiana Regional Planning Commission

City of Loogootee **HD-019-003**

Amount Requested: \$250,000.00
Amount Recommended: **\$250,000.00**
 Total Project Costs: \$309,784.86
 Score: 51
 Primary Project County: Martin
 Housing Activity: Owner Occupied Rehabilitation
 Anticipated Number of Assisted Units: 10
 Administrator: Southern Indiana Development Commission

City of Linton **HD-019-004**

Amount Requested: \$350,000.00
Amount Recommended: **\$350,000.00**
 Total Project Costs: \$409,784.86
 Score: 53
 Primary Project County: Greene
 Housing Activity: Owner Occupied Rehabilitation
 Anticipated Number of Assisted Units: 14
 Administrator: Southern Indiana Development Commission

County of Greene **HD-019-005**

Amount Requested: \$250,000.00
Amount Recommended: **\$250,000.00**
 Total Project Costs: \$309,784.86
 Score: 47
 Primary Project County: Greene
 Housing Activity: Owner Occupied Rehabilitation
 Anticipated Number of Assisted Units: 10
 Administrator: Southern Indiana Development Commission

County of Daviess **HD-019-006**

Amount Requested: \$350,000.00
Amount Recommended: **\$350,000.00**
 Total Project Costs: \$391,138.64
 Score: 47
 Primary Project County: Daviess
 Housing Activity: Owner Occupied Rehabilitation
 Anticipated Number of Assisted Units: 14
 Administrator: Southern Indiana Development Commission

County of Washington	HD-019-007
Amount Requested:	\$150,000.00
Amount Recommended:	\$100,000.00
Total Project Costs:	\$150,000.00
Score:	36
Primary Project County:	Washington
Housing Activity:	Owner Occupied Rehabilitation
Anticipated Number of Assisted Units:	5
Administrator:	Hoosier Uplands Economic Development Corporation

County of Orange	HD-019-008
Amount Requested:	\$300,000.00
Amount Recommended:	\$250,000.00
Total Project Costs:	\$300,000.00
Score:	39
Primary Project County:	Orange
Housing Activity:	Owner Occupied Rehabilitation
Anticipated Number of Assisted Units:	10
Administrator:	Hoosier Uplands Economic Development Corporation

City of Marion	HD-019-009
Amount Requested:	\$350,000.00
Amount Recommended:	\$314,428.00
Total Project Costs:	\$350,000.00
Score:	44
Primary Project County:	Grant
Housing Activity:	Owner Occupied Rehabilitation
Anticipated Number of Assisted Units:	23
Administrator:	Affordable Housing and Community Development Corporation

The following application is not being recommended for funding because it failed to meet public hearing requirements:

Applicant	Amount Requested	Applicant Score
County of Vermillion	\$350,000	N/A

Following discussion, a motion was made by Kelly Mitchell to approve awarding CDBG grant funds for Owner Occupied Rehabilitation to the nine applicants listed above, in an amount not to exceed \$2,564,428, as recommended by staff. The motion was seconded by Mark Pascarella. The motion passed unanimously.

RESOLVED, that the Board approve awarding CDBG grant funds for Owner Occupied Rehabilitation to the nine applicants listed above, in an amount not to exceed \$2,564,428, as recommended by staff.

III. Executive

A. Executive Update

Chairman Crouch recognized J. Jacob Sipe, who presented the Executive Update.

1. Thank You:

- a. J. Sipe thanked John Franklin Hay, Executive Director for Near East Asset Renewal (NEAR) and John Sullivan from TWG for hosting the IHCD Board Meeting.
- b. J. Sipe recognized and thanked Dani Miller who is leaving IHCD to continue her professional career in affordable housing in the private sector.

2. 2019 Annual Report:

- a. J. Sipe gave the Board an update on the 2019 annual report.
- b. J. Sipe recognized Jeff Vannoy, an IHCDA staff member, for his work in pulling the report together. The report includes more data than previous reports and highlights the positive impact of partnerships in the private and public sectors on neighborhoods and residents.
- c. J. Sipe provided an overview of material covered in the report, including IHCDA's governance, mission, and vision. J. Sipe mentioned that the report includes information on new initiatives and programs such as the Workforce Housing Initiative, the Anchor Employer Program, the West Calumet Neighborhood Workforce Housing Initiative, the HOME Innovation round, the Honor Our Vets program, and Moving Forward 2020. The report includes money expended, the impact of IHCDA's programs on communities, success stories of IHCDA's programs, and an agency expenditures summary. Over one billion dollars flow through IHCDA into Indiana communities annually.

Chairman Crouch noted that the Hardest Hit Fund money on the expenditure's summary has declined and asked whether there is still a balance in the account. J. Sipe responded that money is available and that this is the last year for the program. He stated that the program sunsets on December 31st of this year, and it was a lump sum award that was made to the state of Indiana for IHCDA to administer. The Hardest Hit Fund provides dollars for foreclosure prevention in addition to blight elimination, and both of those programs are still active today. J. Sipe mentioned that the Blight Elimination Program is not accepting any new applications but that IHCDA is working with the communities that have the program and are working to demolish vacant and abandoned homes. The program will wind down this year, so there will not be any dollars in the 2021 report. J. Sipe mentioned that IHCDA will probably be able to expend all of the Hardest Hit Fund dollars by the end of this year.

Chairman Crouch asked how many years the program has been in existence. J. Sipe responded that the program came into existence in 2012 or 2013.

3. IHCDA...The Magazine – Winter Issue:

- a. J. Sipe gave the Board an update on the quarterly IHCDA magazine.
- b. J. Sipe mentioned that Chris Kingsley from LaCasa, in Goshen, Indiana, is on the magazine's cover. LaCasa is one of IHCDA's partners on the workforce housing initiative using modular housing and the blight elimination blocks in Elkhart. Manufactured homes will probably be ready to be installed this summer, and most homebuyers for the program have been identified. LaCasa is also partnering with IHCDA on other initiatives, including Permanent Supportive Housing and Moving Forward – Rural Development.
- c. J. Sipe mentioned that the magazine is done by IHCDA staff that volunteer to work on the magazine in addition to their daily jobs.

4. Hosted HUD Roundtable Discussion at IHCDA:

- a. J. Sipe mentioned that after the January Board Meeting, IHCDA was able to host a roundtable discussion with HUD for the HUD Midwest Region at IHCDA.
- b. J. Sipe stated that HUD invited over 40 stakeholders from developers, home builders, creditors, Real Estate professionals, and housing manufacturers to solicit feedback on HUD programs. HUD Midwest Regional Director Joseph Galvan and Indiana Director Kimberley Wise put the event on. It gave the industry an opportunity to provide feedback on barriers to affordable housing production and preservation.
- c. J. Sipe mentioned that this was the first time a State Housing Finance Agency hosted a roundtable event to begin to solicit feedback on these barriers.

5. Prosperity Indiana Summit:

- a. J. Sipe mentioned that last week, he had the opportunity to attend the Prosperity Indiana Summit.
- b. J. Sipe mentioned that IHCDA partners with Prosperity Indiana to co-present the Michael Carroll Leadership Award, and that last week, with Prosperity Indiana, IHCDA presented the award to Bruce Baird, who is the Chief Operating Officer at Renew Indianapolis.
- c. J. Sipe stated that he is proud of the partnership that IHCDA has with Prosperity Indiana.

Chairman Crouch asked J. Sipe to explain Prosperity Indiana. J. Sipe responded that Prosperity Indiana is a membership organization made up of affordable housing and community development stakeholders. Prosperity Indiana is primarily not-for-profit, but their associate members include financial institutions and developers, and anyone else who is interested in affordable housing and community development. Prosperity Indiana

annually hosts a summit in Indianapolis to talk about challenges and share best practices when it comes to affordable housing and community development. He stated that this year's theme was focused on the wealth gap and the inequality that many of our communities see and experience with the residents. J. Sipe thanked the Lieutenant Governor for speaking at the event during the luncheon. He also mentioned that IHCDA has a long-standing partnership with Prosperity Indiana. Prosperity Indiana also provides technical assistance and training across the state to many not-for-profits.

6. RFP Housing Study:

- a. J. Sipe updated the Board on the RFP that was issued back in December.
- b. J. Sipe stated that IHCDA convened meetings with housing stakeholders about every month over the summer to talk about some of the challenges of affordable housing, similar to the roundtable event IHCDA did with HUD. One objective that came out of the working group was to do a market evaluation of housing across Indiana. He stated that the working group was very informal and that IHCDA helped facilitate and host the conversations.
- c. J. Sipe mentioned that IHCDA received seven proposals for the RFP to do a county-by-county evaluation analysis of housing demand and the housing market.
- d. J. Sipe stated that tomorrow, those seven organizations that proposed will present their proposals to IHCDA and some of the stakeholders who have been engaged in the process.
- e. J. Sipe mentioned that in March, he will probably present a proposal to the Board to enter into a contract with one of the vendors to conduct the study. He stated that he will ideally be able to take a recommendation to the Board next month.

Chairman Crouch asked what the range of the proposals was. J. Sipe responded that the range is more expensive than what IHCDA was thinking. J. Sipe mentioned that once IHCDA gets into more detail, the prices on some proposals can be negotiated. He stated that for a study that gets into this level of analysis, it was two hundred thousand dollars.

J. Sipe stated that it is great that there are a lot of industry experts involved who can give feedback. Stakeholders involved include the Indiana Apartment Association, Indiana Builders' Association, Affordable Housing Council, Habitat for Humanity and AIM (Accelerate Indiana Municipalities) which represents local units of government. Everyone has a different perspective, which is what is needed. IHCDA wants to add value to each of those organizations and to the housing industry in general. IHCDA will not have the resources to fund a study with the current price tag, but other stakeholders will hopefully identify ways they can help.

7. Board Meeting On the Road Map:

- a. J. Sipe mentioned that a few years ago, IHCDA started going on the road with the Board meetings and got to see many apartments and developments across the state, giving the Board a chance to see the work that IHCDA is doing. He mentioned that there are nine Board Meeting sites that the Board will visit this year.

8. March's IHCDA Board Meeting Location:

- a. Next month's Board Meeting will be held on March 26, 2020, at a senior property named the Music City Place, at 10:00 a.m. on 50 North 8th Street, Richmond, Indiana 47374.

No action is required, as this is an update to the Board
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IV. Other Business

There being no further business, a motion was made by Mark Pascarella to adjourn the meeting, which was seconded by J. June Midkiff; the motion passed unanimously, and the meeting was adjourned at 10:38 a.m.

Respectfully submitted,


Suzanne Crouch (Apr 17, 2020)
Lieutenant Governor, Suzanne Crouch, or her designee

ATTEST:



J. Jacob Sipe

Executive Director for IHCDA

EXHIBIT A



INDIANA HOUSING & COMMUNITY DEVELOPMENT AUTHORITY
RENTAL HOUSING TAX CREDIT (RHTC) PROGRAM
PROPOSED DEVELOPMENT SUMMARY
2019A-B Bond Round



PROJECT NAME: Bloomington RAD I
SITE LOCATION: 802 East Miller Drive &
1202 West 11th Street
Bloomington IN
PROJECT TYPE: Rehabilitation
PROJECT DESIGNATION: Family
APPLICANT: Brinshore Development, LLC
PRINCIPALS: Brinshore Development, LLC
Brint Development
RJS Real Estate Services, Inc.

<u># OF UNITS AT EACH SET ASIDE</u>		<u>UNIT MIX</u>	
60% of AMI:	114	Efficiency:	0
50% of AMI:	2	One bedroom:	58
40% of AMI:	0	Two bedroom:	28
30% of AMI:	0	Three bedroom:	30
Market Rate:	0	Four bedroom:	0
		Total units:	116

TOTAL PROJECTED COSTS: \$17,768,544
TAX CREDITS PER UNIT: \$4,952.06

CREDIT REQUESTED: \$574,439
CREDIT RECOMMENDED: \$574,439
BOND VOLUME REQUESTED: \$11,000,000
BOND VOLUME RECOMMENDED: \$11,000,000
DEVELOPMENT FUND REQUESTED: \$0
DEVELOPMENT FUND RECOMMENDED: \$0

APPLICANT NUMBER: 2019A-B-011
BIN NUMBER: IN-20-02100
DEVELOPMENT FUND LOAN NUMBER: NA
SELF SCORE: 61.5
IHCDA SCORE: 58.5

EXHIBIT B



INDIANA HOUSING & COMMUNITY DEVELOPMENT AUTHORITY
RENTAL HOUSING TAX CREDIT (RHTC) PROGRAM
PROPOSED DEVELOPMENT SUMMARY
2019A-B Bond Round



PROJECT NAME: Jamestown Square
SITE LOCATION: 110 Jamestown Court
Washington, IN 47501
PROJECT TYPE: Rehabilitation
PROJECT DESIGNATION: Family
APPLICANT: GBG LIHTC Development, LLC
PRINCIPALS: Glick Apartment Holdings, LLC

<u># OF UNITS AT EACH SET ASIDE</u>		<u>UNIT MIX</u>	
60% of AMI:	150	Efficiency:	0
50% of AMI:	0	One bedroom:	100
40% of AMI:	0	Two bedroom:	38
30% of AMI:	0	Three bedroom:	12
Market Rate:	0	Four bedroom:	0
		Total units:	150

TOTAL PROJECTED COSTS: \$13,366,970
TAX CREDITS PER UNIT: \$2,576.93

CREDIT REQUESTED: \$386,540
CREDIT RECOMMENDED: \$386,540
BOND VOLUME REQUESTED: \$8,200,000
BOND VOLUME RECOMMENDED: \$8,200,000
DEVELOPMENT FUND REQUESTED: \$0
DEVELOPMENT FUND RECOMMENDED: \$0

APPLICANT NUMBER: 2019A-B-010
BIN NUMBER: IN-20-02000
DEVELOPMENT FUND LOAN NUMBER: NA
SELF SCORE: 44.5
IHCDA SCORE: 41.5



PROJECT FUNDING SUMMARY SHEET



**2019 Community Development Block Grant
Owner Occupied Rehabilitation Round
Award Recommendations**

PROJECT SUMMARY: FY 2019 CDBG Owner Occupied Rehabilitation Program Round awarded to 9 recipients. The program will target a total of 114 homes in need of general repair.			
PRESENTER: Dani Miller, Real Estate Production Analyst			
AMOUNT OF FUNDING REQUESTED:	\$3,050,000.00 CDBG Grant	AMOUNT & SOURCE OF FUNDING RECOMMENDED:	\$2,564,428.00 CDBG Grant